

24. Installation Planning

The ECS Facilities Plans (DID 302-CD-003-001 to DID 302-CD-008-001) and the Installation Plans developed for each ECS release are the products of the facility and installation planning process. DAAC Facilities Plans are distributed 30 days after each Release Critical Design Review (CDR). These plans identify space, power, and cooling requirements based on design information available at CDR. The Installation Plans are distributed two months prior to installation of equipment at each ECS Release. As such, the Facilities Plan identifies facility preparation requirements and general installation planning that is based on final design information. The Installation Plans provide the detailed planning required by installation teams and the sites to make final preparation for installing Release equipment. Both documents are provided in draft to the DAACs for review and comment prior to publication.

24.1 Responsibilities

Installation planning and coordination is the responsibility of the ILS Installation Coordinator, who is part of the Integrated Logistics Support (ILS) Office within M&O. Using information obtained during site surveys, the Installation Coordinator prepares the Facility Plans and the Installation Plans and coordinates actions needed to prepare for and conduct the installations. DAAC M&O personnel support the Installation Coordinator by providing information to complete the Site Survey Questionnaire; reviewing the Facility Plan and the Installation Plan. They also ensure that site preparations/coordination are completed on schedule; facilitating receipt and installation of the hardware; and accepting installation of the hardware and software by signing the Installation Receipt Report. **Work flow process charts A, A-1, and A-2 illustrate Installation Planning and can be located at the end of this chapter.**

24.2 Process Description

DAAC site surveys have been previously conducted to obtain DAAC-specific information needed to begin the installation planning process. This information was documented in a Survey Questionnaire prepared for each DAAC and is used in the preparation of the Facility Plans and the Installation Plans. This information, plus design and equipment specifications, is used to prepare the Facilities Plans, which project facility requirements and provide a preliminary plan for the placement of systems within the DAACs. DAACs review this information and provide requested changes, which are considered in the preparation of the Installation Plans.

Two months prior to the installation of hardware, a detailed Installation Plan is produced to identify the planned placement of hardware in the facility and how the hardware will be configured and networked, and to identify site preparations necessary to support the installation. Installation teams use the Installation Plan to install the systems and networks. After the equipment is installed and tested, the installation team leader obtains the DAAC Manager's signature on the Installation Receipt Reports, which details the locations and equipment that have been installed and networked. Within three weeks following the installation, the Installations Coordinator will update the facility diagrams and network diagram to reflect the as-installed configuration at the

site. These diagrams are submitted to the ECS CCB and, when approved, becomes part of the operations baseline for the site and are available for viewing on the web. The baselined diagrams are provided to the site in the “As-Built” document provided to the DAAC shortly after the installation of hardware has been completed. It is the responsibility of the LMC to notify the Installation Coordinator as changes to the baseline documentation occur.

Table 24.1-1. Installation Planning Activity Outline

Step	Responsible Person	ACTION
1	Installation Coordinator	Receive a copy of installation survey
2	Installation Coordinator	Contact vendors, define and arrange load to be delivered to installation site
3	Installation Coordinator	Briefing with DAAC SE and coordinate schedule
4	Installation Team	Install hardware based on Installation schedule
5.	Installation Team	Test equipment
6	Installation Coordinator	Update Installation plan with revisions
7	Installation Team	Test connectivity of all devices by Pinging
8	Installation Coordinator	Update information to the plan and create a As-Built document consisting of SCSI Cable Management Schemme, Floor Plan, VCATS Hardware Report, LAN Cable Management Scheme, Network diagram and the Hardware Diagram
9	Installation Coordinator	Sends the As-Built document to DAAC Liaison while creating a CCR for the CCB
10	DAAC	The DAAC Liaison should provide any changes, deletions or addition to the As-Built document as quickly as possible.
11	Installation Coordinator	will revise and submit the CCR to the CCB
12	Installation Coordinator	Incorporate changes from CCB
13	Installation Coordinator	Send publication to Web Document Control Group

24.3 Maintenance of Facility and Hardware Diagrams

Facility and hardware diagrams reflect the as-installed configuration. The baseline version of these diagrams is maintained by the ILS Installations Coordinator. As changes to these diagrams occur (e.g., relocation of equipment within the site, additions/deletions to the LAN), the LMC will inform the ILS Installations Coordinator by redlining the diagrams. The Installations Coordinator will update the Computer Aided Drawing (CAD) system to reflect the change(s) and provide an updated facility drawing to the site’s LMC. The Installation Coordinator will create a CCR and present the changed documents to the CCB for approval to change the baselined document.

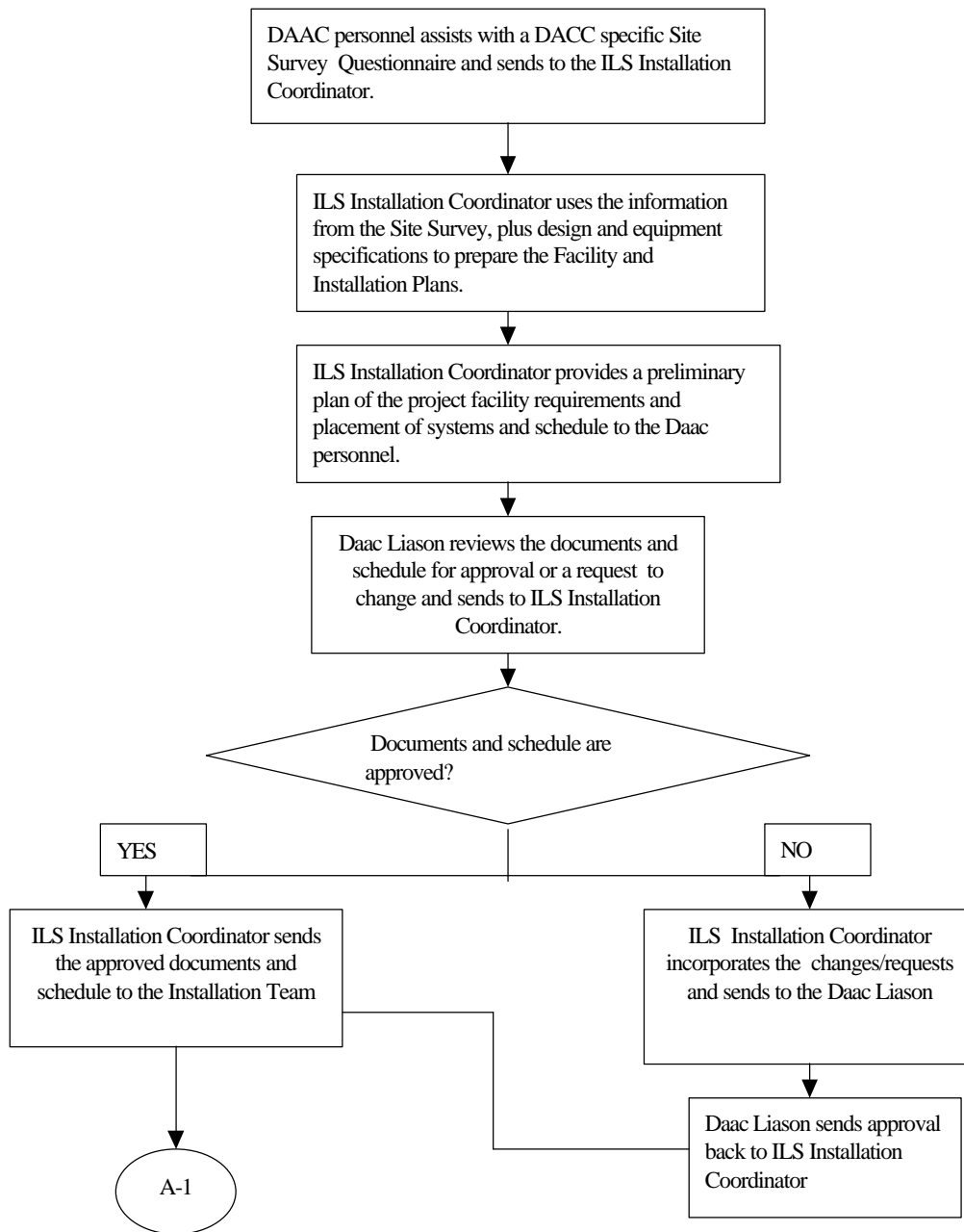
24.4 Maintenance of LAN Cable Management Scheme

Within three weeks of the completed hardware installation, a LAN Cable Management Scheme is supplied to the DAAC LMC by the ILS Installations Coordinator. This matrix will identify the cable number, type, length, decibel loss rating, and location of cables installed; and will identify the IP addresses of the equipment connected by the cables. The LMC will update this matrix as LAN changes occur and send the changes to the Installations Coordinator. The Installation Coordinator will create a CCR and present the changed documents to the CCB for approval to change the baselined documents.

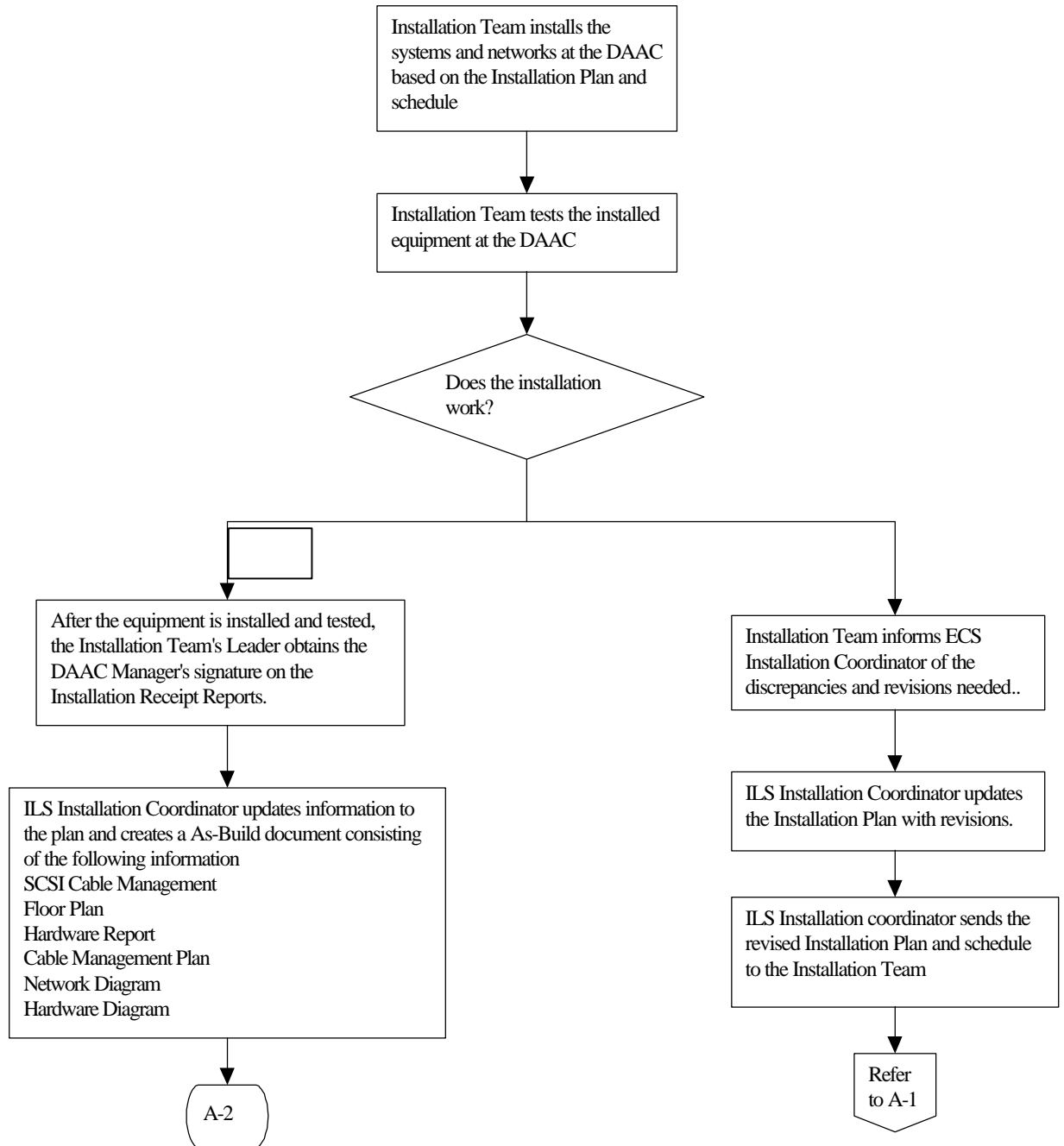
24.5 Maintenance of SCSI Cable Management Scheme

Within three weeks of the completed hardware installation, a SCSI Cable Management Scheme is supplied to the DAAC LMC by the ECS Installations Coordinator. This matrix will identify the cable number, length, location of cables installed; and will identify the equipment connected to the cables. The LMC will update this matrix as LAN changes occur and send the changes to the Installations Coordinator. The Installation Coordinator will create a CCR and present the changed documents to the CCB for approval to change the baselined documents.

Installation Process (1 of 3)

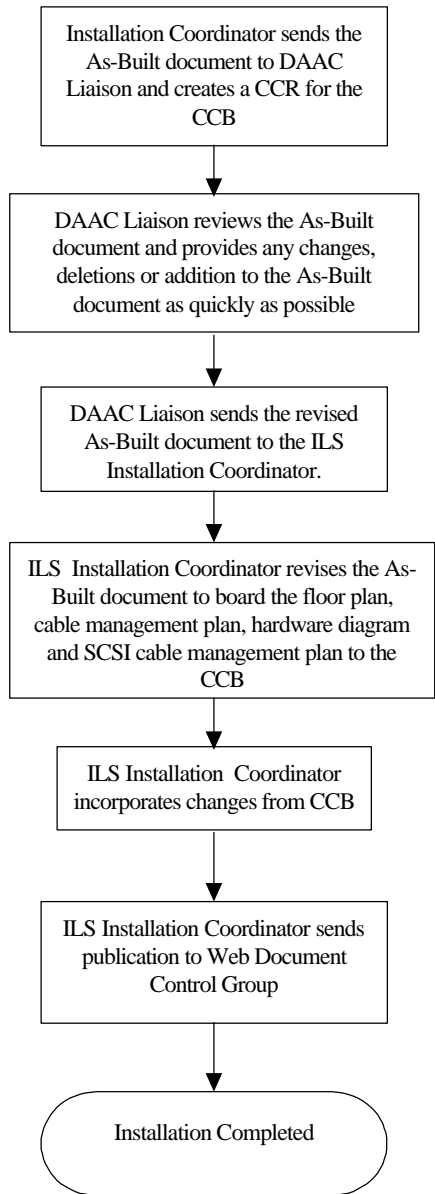


Installation Process (2 of 3)



A-1

Installation Process (3 of 3)



A-2